



DONALD L. WOLFE, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

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IN REPLY PLEASE

REFER TO FILE: **MP-8**

October 5, 2006

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**REAL ESTATE SERVICES  
VARIOUS PUBLIC WORKS PROJECTS  
AWARD AGREEMENT  
ALL SUPERVISORIAL DISTRICTS  
3 VOTES**

### **IT IS RECOMMENDED THAT YOUR BOARD:**

Authorize the Director of Public Works to execute a Consultant Services Agreement with Paragon Partners for a three-year term and a \$2,000,000 not-to-exceed aggregate fee to provide as-needed right of way engineering, land title, real estate appraisal, and right of way acquisition services at the discretion of the Director of Public Works. These services will be financed from the available Road and Flood funds starting in Fiscal Year 2006-07.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

We are recommending that your Board authorize the Director of Public Works to obtain real estate services to enhance Public Works' effectiveness in performing various real estate transactions.

Public Works is currently managing hundreds of active projects that are in various stages and require real estate services. The number of projects administered by Public Works is expected to increase substantially in the near future.

To ensure the use of adequate resources with the appropriate level of training and experience to deliver projects on schedule and with continuity, we are requesting an as-needed real estate services Agreement with Paragon Partners for a maximum aggregate fee of \$2,000,000. This amount consists of \$500,000 for each of the four categories of real estate services: right of way engineering, land title, real estate appraisal, and right of way acquisition that Paragon Partners qualified to perform. This action will supplement our available resources for real estate activities over the next three years. The consultant's staff, under Public Works' supervision, will provide these services for the Department's various real estate-related activities.

### **Implementation of Strategic Plan Goals**

This action meets the County Strategic Plan Goal of Fiscal Responsibility by supporting investment in public infrastructure. It is also consistent with the County Strategic Plan Goal of Organizational Effectiveness. The use of as-needed Consultant Services Agreements enables Public Works to better manage fluctuations in workload and thereby provide responsive services to our communities.

### **FISCAL IMPACT/FINANCING**

This Agreement will be for a three-year term and will not exceed an aggregate amount of \$2,000,000. Financing is available in the Road and Flood funds starting in Fiscal Year 2006-07. There will be no impact on the County's General Fund. Therefore, the total annual expenditures for this Agreement will not exceed the amount approved by the Board, and no services will be ordered without the funding authorization of Public Works' Financial Management Branch.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard Agreement, in the form previously approved by County Counsel, will be used for the recommended Agreement. The standard Board-directed clauses that provide for contract terminations, renegotiations, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, Paragon Partners is willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language will be incorporated into the consultant Agreement stating that Paragon Partners shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Paragon Partners is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

### **ENVIRONMENTAL DOCUMENTATION**

Because it can be seen with certainty that the award of this Agreement will have no possible impact on the environment, this action is not subject to the California Environmental Quality Act.

### **CONTRACTING PROCESS**

On July 3, 2002, Public Works issued a Request for Proposals for as-needed real estate services to assist us in obtaining right of way for the County's various construction projects.

The Request for Proposals invited 38 firms to compete in each of four categories of real estate services: right of way engineering, land title, real estate appraisal, and right of way acquisition.

We received 17 proposals, which were assessed by an Evaluation Committee consisting of Public Works' staff. The Evaluation Committee selected 11 qualified consultant firms. Ten firms qualified for only one category of real estate services and Paragon Partners qualified for all four categories. The selected firms are the best qualified from each category to provide the required services based upon their proposed organizational structure, support resources, technical and administrative expertise, experience, and proposed work plan. The firms were selected without regard to race, creed, color, or gender.

Given the broad range and high volume of projects carried out by the County, the flexibilities offered by consultant firms will improve our ability to match the expertise of real estate services firms with the requirements of specific projects.

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As requested by your Board on February 3, 1998, this contract opportunity was listed on the Doing Business with Us website. A copy of the website posting is included as Enclosure A for your reference.

The Community Business Enterprises participation data and three-year contracting history for Paragon Partners are on file with Public Works.

Public Works has evaluated and determined that this recommended contract is not a Proposition A contract as it is for services that are technical in nature and needed on a part-time and intermittent basis; therefore, the Living Wage Program (Los Angeles County Code 2.201) does not apply.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Authorizing a Consultant Services Agreement with Paragon Partners will allow Public Works to efficiently carry out the right of way acquisition process for the County's construction projects. Our use of as-needed Consultant Services Agreements will help us better manage fluctuations in workload and thereby provide services that are more responsive to our citizens.

#### **CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office and Public Works.

Respectfully submitted,

DONALD L. WOLFE  
Director of Public Works

TAD:mr  
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Enc.

cc: Auditor-Controller  
Chief Administrative Office  
County Counsel  
Department of Public Social Services (GAIN/GROW Program)  
Office of Affirmative Action Compliance

Award information has not been added at this time.

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### Bid Information

**Bid Number :** M02R156921  
**Bid Title :** Real Estate Services As-Needed - Development of Select Lists  
**Bid Type :** Service  
**Department :** Public Works  
**Commodity :** CONSULTING SERVICES - REAL ESTATE/LAND  
**Open Date :** 7/8/2002  
**Closing Date :** 8/15/2002 5:00 PM  
**Notice of Intent to Award :** [View Detail](#)  
**Bid Amount :** N/A  
**Bid Download :** Not Available  
**Bid Description :** The Los Angeles County Department of Public Works is inviting proposals from qualified firms to provide As-Needed Real Estate Services for various projects throughout Los Angeles County. These services are to assist the Department's Mapping & Property Management Division in performing these services for the Department. These services include Right of Way Engineering, Land Title, Appraisal and Acquisition services. The objective of this solicitation is to assemble a listing of qualified firms that demonstrate the experience and capability to provide the requested services. Four lists will be developed from this solicitation, one list for each service. Each list may contain as many as five firms. Firms may be qualified for all services or for Right of Way Engineering, Land Title, Appraisal or Acquisition services individually. Firms are requested to clearly identify in the proposal, which service or services the firm is qualified to provide. When specific projects or needs are identified, a consultant will be selected from the aforementioned qualified lists, and a specific scope of work and fees will be negotiated as appropriate. Public Works reserves the right to match potential projects and needs to qualified firms based on performance, scheduling, and other factors. Proposals must be addressed and submitted to the Department of Public Works, Architectural Engineering Division, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803, attention Ms. Kathleen Gandara, no later than 5:00 p.m., August 15, 2002. Envelopes should be marked: "Real Estate Services". To obtain a copy of the RFP, please e-mail your request, include contact name, phone, and address, to [kgandara@ladpw.org](mailto:kgandara@ladpw.org). Please e-mail your request and any questions.  
**Contact Name :** Kathleen Gandara  
**Contact Phone# :** (626) 458-2566  
**Contact Email :** [kgandara@ladpw.org](mailto:kgandara@ladpw.org)  
**Last Changed On :** 7/8/2002 1:00:12 PM

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